

DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES

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TO: Potential Proposers

FROM: Montana Department of Public Health and Human Services

SUBJECT: WoRC and FSET Services – AN RFP

REQUEST FOR PROPOSALS

The Department of Public Health and Human Services is seeking interested entities to provide WoRC and FSET Services under contract for the Temporary Assistance for Needy Families (TANF) and Food Stamp programs.

The delivery of FSET is only in one county (Missoula). WoRC services are required in each of the following counties or service delivery areas (SDA):

- Blaine, Hill and Liberty County Combination
- Carbon, Stillwater and Sweetgrass County Combination
- Carter, Dawson, Fallon, McCone, Prairie, Richland and Wibaux County Combination – Fulltime offices with a full-time case manager in each office must be established in both Sidney and Glendive.
- Fergus, Golden Valley, Judith Basin, Musselshell, Petroleum and Wheatland County Combination
- Missoula County (Both WoRC and FSET)
- Ravalli County

Term of the contract, which is to be awarded upon a competitive basis, is from July 1, 2006 to June 30, 2007, but may be renegotiated for each year in the following two years (possible three-year cycle). However, there is no guarantee that a contract will be awarded, and if awarded, there is no guarantee it will extend beyond the first year term.

The Request for Proposals is attached and contains the information necessary for participating in the competitive process for selection of a contractor.

The Department must receive letters of intent to propose by **January 26, 2006** and must receive proposals by **April 10, 2006 at 5:00 p.m.** Only those entities submitting a letter of intent will be allowed to submit proposals. A proposal must be received by the due date and time in order to be considered. The Request for Proposals contains the specific directions for submittal of a proposal.

The proposal is to be directed to the procurement official for the Department at the address indicated in the RFP.